

**APPRENTICESHIP AND CERTIFICATION BOARD MINUTES**

**100 - 111 LOMBARD AVENUE**

**August 8, 2022**

**BOARD MEMBERS**

Garet, Laura	Public Interest Representative
Harrison, Darryl	Employer Representative
Henry, Shawn	Employee Representative
Korving, Richard	Employer Representative
MacKenzie, Donald	Employer Representative
McCutcheon, David	Secretary and Ex-Officio Member
Miller, Harvey	Chair
Morin, Adam	Employee Representative
Poirier, Kevin	Training Provider Representative
Weber, Ashley	Employee Representative

**REGRETS**

Novo, Davide	Employee Representative
Paul, Carol	Employer Representative

**ABSENT**

**GUESTS**

**STAFF**

May, Vanessa	Manager, Policy, Legislation and Board Operations
Buccini, Antonio	Communications and Board Coordinator
Chang, Gabriel	Manager, Training Standards
Davis, Neil	Program and Policy Analyst

**2022.08.01**

**OPENING**

**1.1 Call to Order**

The Chair called the meeting to order at 9:03 a.m.

**1.2 Approval of Agenda**

**Closed.**

**Motion 2022.08.01**

**The Board motions to approve the August 8, 2022 agenda as written.**

**Consensus of 7 in favour      0 opposed      0 abstained  
Carried.**

**1.3 Approval of Previous Minutes**

**Closed.**

**Motion 2022.08.02**

**The Board motions to approve the June 14, 2022 minutes as written.**

**Consensus of 7 in favour      0 opposed      0 abstained  
Carried.**

**2022.08.02**

**UPDATES: BOARD AND EXECUTIVE DIRECTOR**

**2.1 Chair's Update**

**Closed.**

The Chair:

- Advised the Board that the staff of Apprenticeship Manitoba was actively working on the 2023-2028 Apprenticeship and Certification Board Strategic Plan; which would be discussed during the Board meeting.
- Thanked the staff of Apprenticeship Manitoba for all the hard work they have done up to this point on the Strategic Plan.

**2.2 Review of previous Board Meeting Evaluation**

**Closed.**

- The Manager, Policy, Legislation and Board Operations advised the Board that the department is no longer able to access SurveyMonkey through the Government's network. Therefore, the department was not able to access the results of the previous Board Evaluation which is why it was not included in the Board package for the meeting.
- The department is currently reviewing other options to provide this function to the Board. The department is exploring other options to put in place prior to the next Board meeting.

**2.3 Executive Director's Update**

**Closed.**

The Executive Director advised Board members that:

- The department is currently drafting its 2023/24 Budget in addition to developing the contracts that it has with third parties such as Skills Canada – Manitoba.
- Provincially, the unemployment rate is at an all time low, however, there is still a high level of vacancies across different job sectors. The province is finding it difficult to attract new workers to fill these vacancies. In addition, the province has lost approximately 12,000 workers to other jurisdictions: 4,000 to British Columbia; 5,000 to Alberta and 2,300 to Ontario.

Q: Do we know if the majority of Manitobans seeking employment in other jurisdictions are new Canadians?

A: New Canadians did make up a part of this demographic.

- In order to fill these vacancies, the province will need to employ a stronger outreach program to attract workers from under-represented groups, including: women in non-traditional trades, Indigenous persons, and newcomers to Canada. Currently, the province has been attracting workers to the trades from only 35% of the population. In order to fill the employment gap, it will need to cast a greater net to attract more workers. To do that, it will need a new strategy to attract workers from groups that are traditionally underrepresented. Consequently, changes to workplace culture will need to be address to assist in this strategy of attracting and retaining these workers.
- To assist in attracting new apprentices to the trades, the First Peoples Development Inc. is administering a grant on behalf of the federal government which will provide employers with \$5,000 to hire a level 1 apprentice. Under the program, an employer can hire up to two apprentices. The employer will receive an additional \$5,000 for each apprentice that is from an underrepresented group. Therefore, the employer could receive a maximum of \$20,000 through this program. In addition, these funds are on top of any other grants and funding that is available for apprenticeship training.

Q: How do internationally-trained tradespersons have their qualifications recognized?

A: Internationally-trained tradespersons can write a trades qualification exam following an assessment of their qualifications. If their international training/experience covers 70% of the scope of the trade, that person can write their exam in order to become certified.

**2.4 Review of Action Sheet**

**Closed.**

Action items presented in the report were reviewed and their status was reported.

- The department reported that it had emailed the list it has compiled on the companies that employ Telecommunication Tower Technicians within Manitoba to the Program Director of the Structure, Tower and Antenna Council; who is the contact person the department has been working with to set up an Industry Working Group (IWG). To date, the department has not been able to obtain enough IWG applications to move forward with this work. The department has requested that the Program Director assist in reaching out to other companies in order to have them form the IWG. The department will provide an update at the next Board meeting.

Q: In 5-10 years, will Starlinks have an impact on the telecommunications industry?

A: Starlinks will have an impact, but, unless the entire system moves to satellites, the province will still need towers.

**3.1 Bricklayer Program Standards Update**

**Closed.**

The Manager of Training Standards provided a review of the work that had been completed by the department, Sector Committee and Industry Working Group to update the program standards for the Bricklayer trade.

Q: How will the proposed changes to the trade affect current apprentices?

A: The changes will be rolled out starting with Level 1 apprentices commencing in 2023. Those currently enrolled in their training will not be effected by the changes.

Q: For Bricklayer, Roofer and Sloped Roofer, there were no submissions from industry during the consultation period. How can we improve this in future consultations? Should multiple emails be sent out to industry during the consultation period to encourage them to submit recommendations?

A: There have been a lot of changes implemented to improve industry participation in program standards and regulatory reviews; such as the establishment of the Sector Committees. These changes have increased opportunities for industry to provide their input and take ownership of the changes to the trades. However, moving forward, the Board will monitor these changes and see what the results are but it will also encourage the Sector Committees to promote the consultation processes.

**Motion 2022.08.03**      ***The Board motions to accept the Construction Sector Committee recommendation to approve the proposed Bricklayer technical training standard as written.***

***Consensus of 7 in favour      0 opposed      0 abstained***  
***Carried.***

**Motion 2022.08.04**      ***The Board motions to accept the Construction Sector Committee recommendation to approve a new By-Law change to increase the number of hours from 1,600 to 1,800 hours per level.***

***Consensus of 7 in favour      0 opposed      0 abstained***  
***Carried.***

**3.2 Roofer Program Standards Update**

**Closed.**

The Manager of Training Standards provided a review of the work that had been completed by the department, Sector Committee and Industry Working Group to update the program standards for the Roofer trade.

**Motion 2022.08.05**      *The Board motions to accept the Construction Sector Committee recommendation to approve the proposed Level Chart as written.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**Motion 2022.08.06**      *The Board motions to accept the Construction Sector Committee recommendation to approve a new By-Law change to increase the number of hours from 1,400 to 1,800 hours per level.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**3.3      Sloped Roofer Program Standards Update      Closed.**

The Manager of Training Standards provided a review of the work that had been completed by the department, Sector Committee and Industry Working Group to update the program standards for the Roofer trade.

**Motion 2022.08.07**      *The Board motions to accept the Construction Sector Committee recommendation to approve the proposed Level Chart as written.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**Motion 2022.08.08**      *The Board motions to accept the Construction Sector Committee recommendation to approve a new By-Law change to increase the number of hours from 1,400 to 1,800 hours per level.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

The Manager of Policy, Legislation and Board Operations advised the Board that on February 7, 2020, the Board had made a motion to approve the transition of five trades to a certification through the Trades Qualification only pathway. Those trades include:

- Concrete Finisher
- Construction Craft Worker
- Glazier
- Pre-Engineered Building Erector
- Recreation Vehicle Service Technician

As this transition requires a regulatory change, the five trades will be considered by the Board as part of the transition to Board By-Laws.

Furthermore, the Manager of Policy, Legislation and Board Operations advised the Board that on February 7, 2020, the Board made a motion to approve the de-designation for five trades. Those trades include:

- CNC Machinist
- Electrical Motor Systems Technician
- Floorcovering Installer
- Rig Technician
- Steel Fabricator

The Manager of Policy, Legislation and Board Operations confirmed for the Board that technical training has not been offered in these trades in the past 10 years, as there have not been enough apprentices registered to offer the program. Consequently, by repealing these trades apprentices would not be effected, as they are unable to currently receive training in Manitoba. As this transition also requires a regulatory change, the five trades will be addressed by the Board at this time.

Q: What is de-designation?

A: By de-designating the trade, a person cannot go through the apprenticeship system or trades qualification process to become certified. It was determined that there is no value in continuing to offer certification in these trades, if there is not a need by industry. For reference, the Electrical Motor Systems Technician trade is being de-designated by the Red Seal program, therefore, there will be no certification exam that is available once that occurs.

**3.4a Bricklayer Trade Regulation**

**Closed.**

***Motion 2022.08.09      The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Bricklayer as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.4b Carpenter Trade Regulation**

**Closed.**

***Motion 2022.08.10      The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Carpenter as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.4c Concrete Finisher Trade Regulation**

**Closed.**

***Motion 2022.08.11      The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Concrete Finisher as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.4d Construction Craft Worker Trade Regulation** **Closed.**

**Motion 2022.08.12**     *The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Construction Craft Worker as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained  
Carried.*

**3.4e Glazier Trade Regulation** **Closed.**

**Motion 2022.08.13**     *The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Glazier as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained  
Carried.*

**3.4f Insulator (Heat and Frost) Trade Regulation** **Closed.**

**Motion 2022.08.14**     *The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Insulator (Heat and Frost) as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained  
Carried.*

**3.4g Ironworker (Generalist) Trade Regulation** **Closed.**

**Motion 2022.08.15**     *The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Ironworker (Generalist) as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained  
Carried.*

*Q: Is CWB an Ironworker?*

*A: CWB is included in Ironworker and Welder.*

**3.4h Landscape Horticulturist Trade Regulation**

**Closed.**

**Motion 2022.08.16**      *The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Landscape Horticulturist as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**3.4i Lather (Interior Systems Mechanic) Trade Regulation**

**Closed.**

**Motion 2022.08.17**      *The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Lather (Interior Systems Mechanic) as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**3.4j Painter and Decorator Trade Regulation**

**Closed.**

**Motion 2022.08.18**      *The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Painter and Decorator as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**3.4K Pre-Engineered Building Erector Trade Regulation**

**Closed.**

**Motion 2022.08.19**      *The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Pre-Engineered Building Erector as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*



**3.4l Roofer Trade Regulation**

**Closed.**

**Motion 2022.08.20**

***The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Roofer as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.4m Sloped Roofer Trade Regulation**

**Closed.**

**Motion 2022.08.21**

***The Apprenticeship and Certification Board motions to approve the Construction Sector Committee's recommended changes to the trade of Sloped Roofer as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.5a Boilermaker Trade Regulation**

**Closed.**

**Motion 2022.08.22**

***The Apprenticeship and Certification Board motions to approve the Manufacturing Sector Committee's recommended changes to the trade of Boilermaker as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.5b Cabinetmaker Trade Regulation**

**Closed.**

**Motion 2022.08.23**

***The Apprenticeship and Certification Board motions to approve the Manufacturing Sector Committee's recommended changes to the trade of Cabinetmaker as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.5c Instrumentation and Control Technician Trade Regulation**

**Closed.**

**Motion 2022.08.24**

***The Apprenticeship and Certification Board motions to approve the Manufacturing Sector Committee's recommended changes to the trade of Instrumentation and Control Technician as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.5d Machinist Trade Regulation** **Closed.**

**Motion 2022.08.25**     *The Apprenticeship and Certification Board motions to approve the Manufacturing Sector Committee's recommended changes to the trade of Machinist as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained  
Carried.*

**3.5e Pork Production Technician Trade Regulation** **Closed.**

**Motion 2022.08.26**     *The Apprenticeship and Certification Board motions to approve the Manufacturing Sector Committee's recommended changes to the trade of Pork Production Technician as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained  
Carried.*

**3.5f Tool and Die Maker Trade Regulation** **Closed.**

**Motion 2022.08.27**     *The Apprenticeship and Certification Board motions to approve the Manufacturing Sector Committee's recommended changes to the trade of Tool and Die Maker as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained  
Carried.*

**3.5g Water and Waste Technician Trade Regulation** **Closed.**

**Motion 2022.08.28**     *The Apprenticeship and Certification Board motions to approve the Manufacturing Sector Committee's recommended changes to the trade of Water and Waste Technician as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained  
Carried.*

**3.5h Welder Trade Regulation** **Closed.**

**Motion 2022.08.29**     *The Apprenticeship and Certification Board motions to approve the Manufacturing Sector Committee's recommended changes to the trade of Welder as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained  
Carried.*

**3.6a Baker Trade Regulation**

**Closed.**

The Manager of Policy, Legislation and Board Operations advised the Board that Baker is currently not a designated trade in Manitoba. In 2019, the Board approved the designation of Baker as a Red Seal trade, in principle, in the province. To date, the trade has not yet been designated, but when it is it will be set up as a Trades Qualification only program; although it could be changed to include the apprenticeship system following further review of demand for apprenticeship training. In the interim, the Board will establish the By-law for the trade as part of the designation process.

Q: Does industry still want to see this trade designated?

A: The department still receives inquiries asking when the trade will be designated.

Q: Is there an estimated number of applicants we can expect to register for the trade?

A: It is hard to say what the current demand is for the trade. The Board reviewed the demand for the trade in 2019, which is why it approved the designation of the Baker for Trades Qualification only.

**Motion 2022.08.30**      ***The Apprenticeship and Certification Board motions to approve the Service Sector Committee's recommended changes to the trade of Baker as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.6b Cook Trade Regulation**

**Closed.**

**Motion 2022.08.31**      ***The Apprenticeship and Certification Board motions to approve the Service Sector Committee's recommended changes to the trade of Cook as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.7a Agricultural Equipment Technician Trade Regulation**

**Closed.**

**Motion 2022.08.32**      ***The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Agricultural Equipment Technician as written, subject to review and alteration by Manitoba Justice.***

***Consensus of 7 in favour      0 opposed      0 abstained  
Carried.***

**3.7b Aircraft Maintenance Journeyperson Trade Regulation** **Closed.**

**Motion 2022.08.33**     *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Aircraft Maintenance Journeyperson as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained*  
*Carried.*

**3.7c Automotive Painter Trade Regulation** **Closed.**

The Manager of Policy, Legislation and Board Operations advised the Board that the Sector Committee is recommending the name of the trade be changed to Automotive Refinishing Technician to align with harmonization.

**Motion 2022.08.34**     *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Automotive Painter as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained*  
*Carried.*

**3.7d Automotive Service Technician Trade Regulation** **Closed.**

**Motion 2022.08.35**     *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Automotive Service Technician as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained*  
*Carried.*

**3.7e Diesel Engine Mechanic Trade Regulation** **Closed.**

**Motion 2022.08.36**     *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Diesel Engine Mechanic as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour     0 opposed     0 abstained*  
*Carried.*

**3.7f Gas Turbine Repair and Overhaul Technician Trade Regulation** **Closed.**

**Motion 2022.08.37**      *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Gas Turbine Repair and Overhaul Technician as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**3.7g Heavy Duty Equipment Technician Trade Regulation** **Closed.**

**Motion 2022.08.38**      *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Heavy Duty Equipment Technician as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**3.7h Marine and Outdoor Power Equipment Technician Trade Regulation** **Closed.**

**Motion 2022.08.39**      *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Marine and Outdoor Power Equipment Technician as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**3.7i Motor Vehicle Body Repairer Regulation** **Closed.**

The Manager of Policy, Legislation and Board Operations advised the Board that the Sector Committee is recommending the name of the trade be changed to Auto Body Collision Technician to align with harmonization.

**Motion 2022.08.40**      *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Motor Vehicle Body Repairer as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained  
Carried.*

**3.7j Partsperson Trade Regulation** **Closed.**

The Manager of Policy, Legislation and Board Operations advised the Board that the Sector Committee is recommending the name of the trade be changed to Parts Technician to align with harmonization.

**Motion 2022.08.41**      *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Partsperson as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained*  
*Carried.*

**3.7k Railway Car Technician Trade Regulation** **Closed.**

**Motion 2022.08.42**      *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Railway Car Technician as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained*  
*Carried.*

**3.7l Recreational Vehicle Service Technician Trade Regulation** **Closed.**

**Motion 2022.08.43**      *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Recreational Vehicle Service Technician as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained*  
*Carried.*

**3.7m Transport Trailer Technician Trade Regulation** **Closed.**

**Motion 2022.08.44**      *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Transport Trailer Technician as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained*  
*Carried.*

**3.7n Truck and Transport Mechanic Trade Regulation** **Closed.**

**Motion 2022.08.45**      *The Apprenticeship and Certification Board motions to approve the Transportation Sector Committee's recommended changes to the trade of Truck and Transport Mechanic as written, subject to review and alteration by Manitoba Justice.*

*Consensus of 7 in favour      0 opposed      0 abstained*  
*Carried.*

The Manager of Policy, Legislation and Board Operations advised the Board that the next steps will include:

- Conduct public consultations once the regulations have been created by Manitoba Justice
- The Minister will sign the regulatory amendments
- The Board will be informed once the regulations have been finalized and approved

The anticipated timeframe to complete the regulations is the spring of 2023. The approved February 2022 motion to extend the Designated Trainer provision will be included in the regulation updates; which has to be concluded before March 1, 2023.

2022.08.04

## DISCUSSIONS/DECISIONS

### 4.1 **Review and Approval of Apprenticeship and Certification Board Strategic Plan 2023-2028 Consultation Plan** Closed.

The Program and Policy Analyst:

- Reviewed the process for developing the Strategic Plan, and indicated when and where the consultations will take in the province;
- Reviewed the consultation backgrounder;
- Advised that the survey will be available online through EngageMB. It will be made available September 1, 2022 and will be open throughout the entire consultation period. Apprenticeship Manitoba's stakeholder list was notified by email that the survey will be made available shortly.
- Reviewed the survey questions, feedback form and PowerPoint Presentation; and
- Solicited feedback from the Board members to amend or update the documents.

The following recommendations were made:

1. Questions 4 and 5 of the survey need to fall under the heading Technical Training.
2. In the survey, start with General Questions then proceed with Diversity Questions.
3. In the survey, include questions on what prevents people from getting involved in the apprenticeship system; what are some of the barriers.
4. In the survey, include questions on what the barriers are that prevent apprentices from completing the apprenticeship program. Question could be amended to address this new item and it should be written as an open question.
5. In the Backgrounder, add information on the apprenticeship grant for employers.
6. Include 3-4 Slido questions in the PowerPoint Presentation

Q: Is it doable for Manitoba to register 13,914 new apprentices over the next 5 years?

A: Yes. COVID-19 has impacted that timeline but it is doable.

Q: The presentation has three slides that have questions. Will these be in the table discussions?

A: No. The questions for the table discussions are the ones included in the Board package. These three slide questions are questions designed to set the tone and get people thinking.

Q: Will the consultations be recorded and placed online?

A: The department contemplated having the proceedings recorded but felt attendees may not be as forthcoming in their discussions if the proceedings were recorded and shared. As such, the department is not recommending recording the proceedings.

**Motion 2022.08.46**      ***The Apprenticeship and Certification Board motions to approve the consultation documents, with changes, that will be shared with Stakeholders during the September 2022 consultation sessions.***

***Consensus of 7 in favour***      ***0 opposed***      ***0 abstained***  
***Carried***

**2022.08.05**

**NEW BUSINESS**

**5.1 Change of Employment Policy**

**Closed.**

The Manager of Policy, Legislation and Board Operations presented the Change in Employment Policy for the Sector Committees. The policy was reviewed and discussed by the Board. The Board agreed that Sector Committee members who retire must also report their status to the Board so that the Board can decide to replace the member or leave it vacant.

Q: If you are in a union and you change employment, but still remain part of the union, is that Sector Committee required to update the Board their change in employment status?

A: Yes, because the Sector Committee application requires the Committee Member to declare if they are an employer or employee representative, or a union representative, members must advise the Board when there is a change in status, along with listing the position they are employed in.

**Motion 2022.08.47**      ***The Apprenticeship and Certification Board motions to approve the Change of Employment Policy as anew Board policy.***

***Consensus of 7 in favour***      ***0 opposed***      ***0 abstained***  
***Carried***

**5.2 Review and Approval of Construction Sector Committee Membership and Manufacturing Sector Committee Membership**      **Closed.**

The Manager of Policy, Legislation and Board Operations advised the Board of the following:

1. Sudhir Sandhu, Construction Sector Committee member, has submitted his letter of resignation from the Committee.
2. Adeleke Dada, Manufacturing Sector Committee member, has left the sector and inquired if he is able to remain on the committee.

The Board discussed the two situations. In regards to Mr. Sandhu's resignation, the Board reviewed current Sector Committee applications and decided to fill Mr. Sandhu's spot on the committee.



**Motion 2022.08.48**     *The Apprenticeship and Certification Board motions to accept Karl Hollinshead as a new member of the Construction Sector Committee.*

*Consensus of 7 in favour*     *0 opposed*     *0 abstained*  
*Carried*

In regards to Mr. Dada's change in employment, the Board decided that Mr. Dada cannot remain on the Committee. The Board instructed the department to notify Mr. Dada of this position. Furthermore, the Board reviewed current Sector Committee applications and decided to replace Mr. Dada's spot on the committee.

**Motion 2022.08.49**     *The Apprenticeship and Certification Board motions to accept Josef Neufeld as a new member of the Manufacturing Sector Committee.*

*Consensus of 7 in favour*     *0 opposed*     *0 abstained*  
*Carried*

## 2022.08.06     UPDATES

6.1     NIL     Closed.

## 2022.08.07     REGULATIONS FOR BOARD APPROVAL AND SIGNATURE

7.1     NIL report.     Closed.

## 2022.08.08     RECENTLY REGISTERED REGULATIONS

8.1     NIL report.     Closed.

## 2022.08.09     FUTURE AGENDA ITEMS

9.1

## 2022.08.10     CORRESPONDENCE / INFORMATION

10.1     NIL report     Closed.

## 2022.08.11     CALENDAR EVENTS

11.1     Awards of Distinction     Closed.

The Manager of Policy, Legislation and Board Operations informed the Board that the Awards of Distinction will be held on November 2, 2022 and encouraged everyone to promote the event and

purchase tickets/tables. In addition, sponsorship applications for the event will be available on the department's website.

**11.1 Next Board Meeting**

**Closed.**

The Communications and Board Coordinator advised the Board that the proposed timeline for the next Board meeting is November 2022. Details will be confirmed at a later date.

**2022.08.12 IN CAMERA (IF REQUIRED)**

**12.1** NIL report.

**Closed.**

**2022.08.13 ADJOURNMENT**

**13.1** Meeting adjourned at 1:39 pm

**November 17, 2022**

**ORIGINAL SIGNED BY**

**ORIGINAL SIGNED BY**

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*Date approved by the  
Apprenticeship and Certification Board*

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*Harvey Miller, Chair  
Apprenticeship and Certification Board*

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*David McCutcheon, Secretary  
Apprenticeship and Certification Board*